

El Paso Independent School District  
Minutes of Board Finance Committee Meeting  
June 10, 2003  
4:00 p.m.  
Education Center-Boeing

Present: Mr. David Dodge, Board Member, Board Finance Committee Chairperson  
Mr. Sal Mena, Jr., Board President  
Miss Leonor Garcia, Board Member

Absent: Mr. Richard Telles, Board Member

Administration: Mr. Charles Tafoya, Superintendent  
Miss Carolyn Grantham, Associate Superintendent, Human Resources  
Mr. Hector Martinez, Associate Superintendent, Operations  
Mr. Jack Johnston, Executive Director, Technology and Information Systems  
Ms. Elizabeth Bulos, Director, Employee Benefits  
Ms. Martha Piekarski, Director, Accounting Services  
Mr. Richard Romero, Director, Budget  
Dr. William Wachtel, Senior Researcher, Finance  
Mr. Walt Byers, Treasury Manager  
Mr. Kyle Jeglum, Assistant Director, Risk Management/Workers' Compensation  
Ms. Lily Ortiz, Travel Coordinator  
Mr. James Damm, EPISD Consultant for Finance

Guests: Dr. Lorraine O'Donnell, Board Vice President  
Mr. Carlos Cordova, Board Secretary  
Dr. Charles Roark, Board Member  
Mr. Randy McGraw, G. P. Graham & Associates  
Mrs. Frances Wever, El Paso Federation of Teachers and Support Personnel  
Mr. Raul Garcia

The meeting was called to order at 4:07 p.m. by Mr. Mena who relinquished the chair to Mr. Dodge.

The topics discussed were as follows:

1A. Overview of Health Insurance Issues

Financial Position of Healthcare

- (1) five months into new plan – January 2003 to present
- (2) Health Insurance Fund currently in good position
- (3) net assets as of May 31, 2003, are \$5,195,879.00, an increase from audited reports at end of August 2002

1B. Overview of Workers Compensation Issues

Workers Compensation Fund

- (1) year-to-date at a deficit
- (2) positive effect of changes to Workers' Compensation – only affects current and future claims and not claims carried forward
- (3) downward trend of costs since 2001
- (4) encouraged hiring of Safety Officers to continue positive trend
- (5) claims and costs by function

1C. Preliminary Revenue Projections

- a. Assumptions
  - (1) adjust budget from past year
  - (2) increase revenue by \$2 million based on raising tax rate to \$1.50
  - (3) reduce debt service rate that will offset increase
- b. Unexpended local funds that will flow back to General Fund
- c. Increases/decreases in other revenue sources – other than local funds

1D. Identification of Salary Issues for Consideration

- a. Salary issues for discussion (draft)
  - (1) coaches compensation implementation, year 2
  - (2) Central Office equity issues from previous year
  - (3) insurance costs (state reduction in contribution)
  - (4) possible pay increase options for employees
    - (a) teacher step increase
    - (b) possible percentage increase across the board
  - (5) substitute pay
  - (6) hourly equity above Step 10
- b. Issues to be discussed with El Paso Consultation Association

1E. Extension of Travel Services Contract

- a. 2002-03 RFP – using two travel agents with guaranteed lowest prices on tickets
- b. Travel Office handling travel arrangements – agents used minimally
- c. Requiring employees to submit timely paperwork to get reduced travel rates
- d. Recommendation by Administration to extend current contract

1F. Update on Food Service Budget Status

- a. Revenues/expenditures between regular and summer Food Services budgets
- b. Possible zero Fund Balance at end of fiscal year

1G. Preliminary Budget Development Status and Format

- a. Budget – needs assessments complete with exception of Finance/Superintendent/Board budgets
- b. Anticipated tight budget year
- c. First draft of budget to Board on June 24, 2003
- d. Request that Board review 2002-03 budget format and provide feedback on possible changes

1H. Discussion of Board/Committee Budget/Tax Rate Schedule

Draft tax rate planning calendar calling for Board to adopt tax rate on August 26, 2003

Meeting Adjourned

The meeting was adjourned 5:08 p.m.

Date Approved: August 12, 2003